



Library Advisory Board Minutes

Virtual Meeting

January 11, 2021 – 7:00 p.m.

Virtual Meeting via Zoom Link:

<https://us02web.zoom.us/j/82028586655>

CALL TO ORDER

Announce the presence of a Quorum.

Board Chair, Janice Borland called the meeting to order at 7:02pm. The following Library Board members were present: Juan M. Azcarate III, Arthur Borgemenke, Janice Borland, Irene Chavira, Rosalynn Davis, Toshia Kimball, Carla McCullough, Ofilia Barrera, Board Liaison. There were no absences.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.

No citizens were present at the meeting.

PRESENTATION

No presentations were given at the meeting.

BUSINESS ITEMS

1. Consider and act upon approval of the Minutes of the November 9, 2020 Library Board Meeting.

Board Action:

The Library Board Minutes of Monday, November 9, 2020 were unanimously approved as presented.

2. Consider and act upon the Borrower Policy.

Board Action:

As discussed by the Board at the last meeting, the phrase “or online” was added to the policy in the holds section. The Board completed a final review of the policy and noted a few minor grammatical errors that need to be fixed.

Rosalynn Davis made a motion to approve the new Borrower Policy with the few grammatical error corrections, as noted. The motion was seconded by Rosalynn Davis. The Borrower Policy was unanimously approved by the Board Members.

3. Consider and act upon the Collection Development Policy.**Board Action:**

The Board completed a final review of the policy and discussed a few of the changes. They noted a few minor grammatical errors that need to be fixed.

Arthur Borgemenke made a motion to approve the new Borrower Policy with the few grammatical error corrections, as noted. The motion was seconded by Juan M. Azacarte III. The Collection Development Policy was unanimously approved by the Board Members.

REGULAR AGENDA – DISCUSSION ITEMS**1. Information about the National Medal for Museum and Library Service:**

Ofilia provided information on our application for this medal based on our nomination by our State Representative, Colin Allred. Ofilia reviewed the application process and the Board asked about the timeline for the award.

2. Update Status of Animal, Hotspot and Meeting Room Policies:

Ofilia gave the Board an update on where we stand on each of these policies.

- The Animal Policy is now being adapted so that it can be put into place for the entire City.
- The Hotspot Policy is ready to go. Ofilia has to await Council approval for the fees associated with that policy, which is on the Council agenda for 11/17/20.
- The Meeting Room Policy is still being worked on with the City Attorney.

3. Review of Digital Materials Statistics:

The Board reviewed the statistics and asked questions about licensing of content and the high number of holds.

4. Discussion of December Meeting:

Typically, the Board does not meet in December because of a staff holiday party. The party is not possible due to the pandemic. Everyone agreed to take a break and reconvene in January.

ADJOURNMENT

Meeting adjourned at 7:41pm.

Janice Borland, Chair

DISCUSSION ITEMS January 11, 2021 Meeting

Update on Meeting Room Policy

Update on Staffing Changes

Annual Statistics Comparing 2019 with 2020 (Start of the pandemic)

	Check In			Check Out		
	2019	2020	% Change	2019	2020	% Change
March	38,220	25,705	-32.74	37,359	19,218	-48.56
April	36,725	1,155	-96.86	32,543	783	-97.59%
May	36,376	26,389	-27.45	39,723	18,026	-54.62
June	49,893	32,279	-35.3	54,025	30,222	-44.06
July	57,069	35,015	-38.64	52,008	29,746	-42.8
August	44,580	32,803	-26.42	36,979	27,606	-25.35
September	36,591	29,079	-20.53	33,797	25,816	-23.61
October	37,541	31,965	-14.85	35,405	29,214	-15.09
November	32,089	29,870	-6.92	29,607	24,904	-15.88
December	31,629	29,924	-5.39	27,189	25,938	-4.6

	Holds		
	2019	2020	% Change
March	4,932	2,445	-50.43
April	4,259	311	-92.7
May	4,959	7,330	47.81
June	5,740	8,281	44.09
July	5,298	7,490	49.87
August	5,143	7,367	43.24
September	4,611	6,482	40.58
October	4,645	5,648	21.59
November	3,867	5,377	39.05
December	3,662	5,180	41.45

A Day in the Life of a Book Promo Video

Programming Update and Preview for Spring
Summer Programming and the Pandemic